



## MINUTES

**SPECIAL CALLED MEETING OF THE  
COMMUNITY DEVELOPMENT (Type B) CORPORATION - BUDGET WORKSHOP  
Friday, June 20, 2014 at 1:00 PM  
Cedar Park Multi-Purpose Room  
450 Cypress Creek Road, Building Three, Cedar Park, Texas 78613**

### BOARD OF DIRECTORS

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| <input checked="" type="checkbox"/> Kaden Norton, Place 1<br><input checked="" type="checkbox"/> Vice President Brian Rice, Place 5<br><input checked="" type="checkbox"/> Secretary Dustin Weibel, Place 3 | <input type="checkbox"/> President David Burger, Place 2<br><input type="checkbox"/> Vacant, Place 4<br><input checked="" type="checkbox"/> Ryan Wood, Place 6<br><input checked="" type="checkbox"/> Brad Young, Place 7 |
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- A CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN.**  
Director Weibel called the meeting to order at 1:09PM noting that a quorum was present.
- B Board Members Opening Comments.**  
Director Young said that he appreciated that staff members were present and looked forward to hearing more about the department's proposed projects.
- C. Discussion Only:**
1. Review Of Board Goals And Priorities.
  2. Preview Of Fiscal Year 2014-2015 Revenues, Expenditures And Fund Balance.  
 Aaron Rector, Assistant Director of Finance, explained that revenue for FY15 is anticipated to be \$5,218,142. This is \$873,627 higher than the FY14 budget and \$190,982 higher than the FY14 year-end projection. This is the second year in which staff expect next year revenues to outpace current year revenues. At the end of FY14 it is expected that the Board will have a fund balance of \$10,944,480 and debt service fund balance of \$736,466. Director Wood asked if the City Charter had a maximum cap on the fund balance. Staff indicated there is a minimum amount based on debt service; however there is not a cap.
  3. Review Of Applications For Proposed Projects/Programs Submitted For Fiscal Year 2014-2015 Community Development Corporation Funding Consideration.
    - a. Economic Development
      - 1) Consider A Proposal For Funding For Potential Economic Development Incentive Projects In An Amount Of \$2,000,000. (Phil Brewer/Larry Holt)
 Phil Brewer, Director of Economic Development, was present to answer any Board questions related to this item.

Director Wood pointed out that there would be economic development payments due this coming year for incentives approved in the past. He indicated that he would like to see the Board take care of these obligations separate from this proposed \$2,000,000 in funding and allow the economic development team to have the full \$2,000,000 to work on new economic development projects. Director Young asked if future economic development projects would likely involve smaller companies with 40-75 employees or if they would likely be larger organizations with several hundred employees. Phil Brewer, Director of Economic Development, explained that it varies, but a major challenge for finding large organizations to bring to Cedar Park, is there is a very limited amount of existing office space, and therefore many potential companies would have to build an office. He explained that the economic development team is always looking at all opportunities and have some exciting proposals in the works that will be coming to the Board very soon.

b. Community Enhancements  
Community Development

- 1) Consider A Project Proposal For Funding The Corridor Enhancement Program In The Amount Of \$150,000. (Duane Smith)

**Duane Smith, Tourism and Community Development Manager, provided the Board with a list of all approved or pending corridor enhancement projects and their associated costs.**

c. Parks Department

- 2) Consider A Project Proposal For Funding Brushy Creek Lake Park Improvements In The Amount Of \$325,000. (Curt Randa)
- 3) Consider A Project Proposal To Fund The Purchase And Installation Of Lighting At Various Parks In An Amount Of \$200,000. (Curt Randa)

**Curt Randa, Parks and Recreation Director, was present to answer any questions the Board had regarding this item.**

Director Young asked if the Parks Department has any sort of mechanism for soliciting input from citizens regarding what they would like to see in the parks. Curt Randa, Director of Parks and Recreation, said that yes, input was gathered as part of the Parks Master Plan and it is anticipated to be approved after the formation of the Parks Arts and Community Enrichment (PACE) Board. Additionally, there are suggestion boxes available to citizens and staff is also very open to hearing feedback from citizens.

Director Norton asked if there was any plan to create a kayak rental spot at Brushy Creek Lake Park. The City has had a vendor providing rentals in the past, however he was unable to continue getting insurance and therefore could not continue to operate his boat rental business. This service could be offered in the future if a vendor with the necessary insurance can be found. Even without this service though, the area is very well used by non-motorized boaters.

Director Weibel asked if the Parks Department aquatics division was in good shape and being heavily utilized. Curt Randa explained that the department recently completed a project that installed new valves and plastered Milburn pool. All of the aquatic facilities are being well used and the department has been receiving positive feedback about all of their facilities.

- 4) Consider A Project Proposal To Provide Electricity At The Cedar Park Sculpture Garden At 1435 Main Street In The Amount Of \$80,713. (Curt Randa)

d. Engineering And Transportation



- 5) Consider A Project Proposal For Intersection Improvements At Parmer Lane And Ranch Trails In The Amount Of \$150,000. (Darwin Marchell/Tom Gdala)

**Tom Gdala, Senior Engineering Associate, was present to answer any questions the Board had regarding transportation projects.**

**Director Norton asked what the timeline for this project would be. Staff explained that this is a pretty simple design project that is anticipated to take less than 6 months to complete.**

- 6) Consider A Project Proposal For Intersection Improvements At East RM 1431 And Starwood Drive In The Amount Of \$260,000. (Darwin Marchell/Tom Gdala)

**Director Norton asked for clarification regarding the additional developer-funded driveways in that section of roadway. Tom Gdala explained that two additional driveways with deceleration lanes would be installed by the developer to allow traffic to turn into the development. Director Norton asked if these improvements will include sidewalks. Tom explained that the developers will be responsible for installing sidewalks in front of their developments and will therefore be created as the future development projects come to fruition.**

- 7) Consider A Project Proposal For The Design And Construction Of The Sidewalk Gap Closure Phase 3 Project In The Amount Of \$300,000. (Darwin Marchell/Tom Gdala)

**Director Weibel voiced his support for closing as many sidewalk gaps as possible. He indicated that in addition to the current proposal, he would like to see a proposal for the completion of additional sidewalk gap locations that are city dependent for completion.**

**e. Field Operations**

- 8) Consider A Project Proposal For ILSN Sign Replacement And Upgrades In The Amount Of \$140,000. (Eric Rauschuber)

**Staff was present to answer any questions the Board had regarding this item. Staff reminded the Board that this item was for the installation of internally lit street signs on Whitestone Blvd.**

**f. Community Identity**

- 1) Consider A Project Proposal For Funding Of Way Finding Signs At Various Locations In Cedar Park In The Amount Of \$285,000. (Kimberly Painter)

**Kimberly Painter, Budget & Grants Coordinator, was present to answer any questions the Board had regarding this item.**

**Staff explained that this request was for the allocation of \$285,000 for Community Identification Projects. This could include way-finding signs, gateway monuments, or other identification projects.**

**The Board requested additional information regarding what a way-finding sign system might look like and what it would likely cost. Staff explained that the funding for the design of way-finding signs will be going to City Council soon. If approved, staff will move forward with securing a vendor to create design options. Without these designs at this time, it is very difficult to anticipate the cost or scope of way-finding sign implementation. However, if funding is allocated for community identification, this will ensure that funding is available if the Board is interested in moving forward with this project once more information regarding scope and cost is available. A more through project outline will be brought to the Board for consideration**

before any money allocated could be used for way-finding or other community Identification project.

- g. Destination City
  - 1) No Project Applications Submitted Under This Category

- 4. Review Of Project Funding Requests And 2014 – 2015 Revenues, Expenditures And Fund Balance.

Aaron Rector, Assistant Director of Finance, explained that if the board opts to allocate all of the requested funding to the buckets requested, there would be a delta of approximately \$484,000. This money would be allocated to contract service to allow the board to utilize those funds, should the right project be presented at some point during the coming year.

The Board indicated they would like to receive more information from staff member Tom Gdala regarding additional sidewalk gap projects that could be undertaken by the Board. Additionally they would like to further discuss possible increase to economic development allocation and receive additional information related to community identification priorities from City Council.

**D. Board Members Closing Comments.**

Next Regular Scheduled Board Meeting Tuesday, July 8, 2014 At 6:30 P.M. In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

**E. ADJOURNMENT**

PASSED AND APPROVED THIS THE 12<sup>th</sup> DAY OF AUGUST, 2014.

  
David Burger, President

ATTEST:

  
Dustin Weibel, Secretary